

## Hand and Power Tool Safety Checklist

REQUIREMENTS	EHB 15 REFERENCE	YES	NO	N/A	COMMENTS
<b><i>Hand Tools and Equipment</i></b>					
Is initial and annual review of this procedure conducted and documented?	19.4.2				
Are appropriate Personal Protective Equipment (e.g., safety glasses, face-shields, etc.) used while using hand tools or equipment which might produce flying materials or be subject to breakage?	19.3.1& 19.3.6				
Are all Hand Tools and Equipment inspected prior to use?	19.3.2				
Are all defective Hand Tools and Equipment replaced, serviced, or repaired prior to use?	19.3.2				
Are all tools and equipment, used by employees at their workplace, in good condition?	19.3.3 & 4				
Are hand tools such as chisels and punches, which develop mushroomed heads during use, reconditioned or replaced as necessary?	19.3.2				
Are broken or fractured handles on hammers, axes and similar equipment replaced promptly?	19.3.2				
Are employees made aware of the hazards caused by faulty or improperly used hand tools?	19.3.2				
Are tool cutting edges kept sharp so the tool will move smoothly without binding or skipping?	19.3.2				
Are tools stored in dry, secure locations?	19.3.5				

REQUIREMENTS	EHB 15 REFERENCE	YE S	NO	N/A	COMMENTS
Is eye and face protection used when driving hardened or tempered spuds or nails?	19.3.6				
<b><i>Portable (Power Operated) Tools and Equipment</i></b>					
Are all Power Tools of approved doubled-insulated type or grounded according to this procedure?	19.3.7a.1				
Are all qualified employees authorized and trained to operate all Power Tools?	19.3.7a.5				
Are all employee provided with appropriate Personal Protective Equipment when using Portable Tools and Equipment?	19.3.1				
Are all Portable Tools and Equipment inspected prior to use?	19.3.2				
Are all defective Portable Tools and Equipment replaced, serviced, or repaired prior to use?	19.3.2				
Are all tools and equipment, used by employees at their workplace, in good condition?	19.3.3 & 4				
Are Power Tools used with the correct shield, guard, or attachment recommended by the manufacturer?	19.3.7a.3				
Are rotating or moving parts of equipment guarded to prevent physical contact?	19.3.7a.3				
Are portable fans provided with full guards or screens having opening of 1/2" or less?	19.3.7a.3				
Are pneumatic and hydraulic hoses on power operated tools checked regularly for deterioration or damage?	19.3.4				